ONTARIO PARKS

Lake St. Peter

Terms of Reference

Ontario

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Approval Statement

I am pleased to approve the terms of reference for management planning for Lake St. Peter. Upon completion of the process outlined in this document, a management plan will be produced for Lake St. Peter Provincial Park. These terms of reference meet all requirements set out in the *Ontario Provincial Park Management Planning Manual* and will effectively guide the process for the plan.

Original Signed by Adair Ireland-Smith April 14, 2004

Adair Ireland-Smith
Managing Director
Ontario Parks

Date

1.0 Background

This terms of reference provides a planning framework for Lake St. Peter Provincial Park that will result in a park management plan that provides direction for the protection, resource management and development of the park for a 20-year period.

Lake St. Peter has been a popular camping destination since the 1950s, prior to its regulation as a provincial park (Figure 1). Since regulation under the *Provincial Parks Act* in 1971 this recreation class provincial park has continued to provide both camping and day use activities. The park is currently 478 ha in area, with the developed area of the park – including day use and campground areas – restricted to the original 25 ha in the most southern area of the park on a peninsula jutting into Lake St. Peter. The bulk of the park – 453 ha referred to as the McKenzie Lake addition – is woodland that was added through regulation in 1989, within which the only development is a 4.5 km hiking trail; sport hunting is permitted within this area of the park by regulation under the *Fish and Wildlife Conservation Act* (1997).

An interim management statement was completed in 2002 to guide custodial management of the park until a management plan is completed. The park is located just off Highway 127, 40 km north of Bancroft and 30 km south of the east gate of Algonquin Park, in ecodistrict 5E-9 within Ministry of Natural Resources (MNR) Bancroft District. Lake St. Peter is administered by the South Eastern Zone Office of Ontario Parks, and since 1997 has been operated by the Bancroft & District Chamber of Commerce under a private sector agreement with Ontario Parks. Detailed earth and life science inventory reports were being completed for Lake St. Peter at the time of writing of these terms of reference, as part of management planning.

Through the management planning process policies will be developed regarding park classification, goal and objectives, boundary, zoning, resource management, operations, and development.

Issues to be considered and addressed during this planning process will be identified by the planning team and through public consultation. Specific issues that have been identified to date include, in no particular order of importance:

- role of the park in the provincial parks and protected areas system
- park classification – currently recreation class
- policy direction for park operations
- zoning and management policies for the park, including the McKenzie Lake addition
- trails – activities and use of existing trails and potential for new trails
- permitted activities and management of these activities (e.g. sport hunting)
- resource management policies for significant species and invasive species
- campground management and development
- beach management
- interpretive messages and / or facilities

2.0 Planning Area

The planning area includes all areas regulated under the *Provincial Parks Act* as Lake St. Peter Provincial Park (478 ha).

Ontario Parks is committed to an ecosystem management approach during park planning and management. The greater ecosystem for Lake St. Peter Provincial Park could be defined as the watersheds of McKenzie Lake and Lake St. Peter. As part of this greater ecosystem approach, we recognize that the regulated park boundary is not a physical barrier separating the park from the surrounding landscape. Complementary land use approaches by owners of adjacent properties benefit the natural heritage features of the park and the greater ecosystem. Plans for park lands will be developed in consultation with First Nations and the public, including the park's neighbours, throughout the planning process. This approach is a cooperative and participatory one, and does not imply provincial control on private property rights. Ontario Parks would not consider acquiring private land unless property that would enhance the values of the park is offered for sale by willing vendors.

3.0 Planning Team

The planning team will consist of:

- Assistant Park Planner, South Eastern Zone, Ontario Parks (planning team leader)
- Park Superintendent
- District Planner, MNR Bancroft District Office

Other planning team members may be added throughout the planning process as necessary.

4.0 Integration

Integration of the various resource management and stewardship interests will be addressed during the planning process. Various ministry interests will be represented by the MNR Bancroft District planning team member. In addition, the planning team may call on other MNR staff or other agencies or organizations for advice, comments, and information as needed throughout the planning process.

Internal documents and reports, and any updates to them, that will be used to guide the planning project and provide information include:

- Ontario Provincial Parks Planning and Management Policies (1992)
- Ontario Provincial Park Management Planning Manual (1994) and planning directives
- Lake St. Peter Interim Management Statement (2002)
- Draft Lake St. Peter Provincial Park Master Plan (1980)
- Earth and life science inventory reports for Lake St. Peter (in progress)
- Exemption Order MNR 59/2 Made Under the *Environmental Assessment Act*
- Ontario Provincial Park Statistics (published annually)
- Ontario Parks Camper and Day Visitor Survey Results
- Coordinated Program Strategy for the Ministry of Natural Resources in Southern Ontario (1982)
- Crown Land Use Policy Atlas (2003)
- Beyond 2000, Ministry of Natural Resources Strategic Directions (2000)

External integration may include but is not limited to:

- Bancroft & District Chamber of Commerce
- Municipality of Hastings Highlands (geographic township of McClure) and Sabine Township
- County of Hastings and District of Nipissing
- Ontario Nature (and local affiliates)
- Ontario Federation of Anglers and Hunters (and local affiliates)
- Ontario Federation of Snowmobile Clubs (and local affiliates)
- Federation of Ontario Cottagers' Associations (and local affiliates)
- Eastern Ontario Trails Alliance in relation to The Hastings Heritage Trail
- First Nations

External documents, and any updates to them, may be used to guide the planning project and provide information and include:

- Official Plan for the County of Hastings
- Official Plan for the District of Nipissing

5.0 Planning Process and Schedule

The following tasks and schedule, summarized in Table 1, are intended to guide the project to completion of an approved park management plan for Lake St. Peter.

Stage 1: Terms of Reference

1.1 Terms of reference for planning project are prepared, revised and approved by the Managing Director, Ontario Parks.
1.2 Planning team to guide the project is selected and briefed on issues and concerns.
1.3 Planning team consolidates background information files for use in planning project.
1.4 Mailing list for public and First Nations consultation is compiled. This list will be reviewed and updated before each mailing.
1.5 Planning team prepares and distributes materials for public notice and invitation to participate in the planning project.
1.6 Public and First Nations input is summarized and analyzed.

Stage 2: Background Information, Issues and Plan Alternatives

2.1 Background information is reviewed and analyzed by the planning team, and placed on file for public and First Nations review.
2.2 Planning team prepares issues and plan alternatives document summarizing significant management issues.
2.3 Issues and plan alternatives document is completed and distributed for public and First Nations review.
2.4 Input is summarized and analyzed.
2.5 Planning team evaluates input and prepares a summary.

Stage 3: Preliminary Park Management Plan

3.1 Planning team reviews draft policies and develops preliminary park management plan for approval by Ontario Parks.
3.2 Planning team prepares, prints and distributes preliminary park management plan.
3.3 Input is solicited on draft policies in preliminary park management plan. Input is summarized.

Stage 4: Approved Park Management Plan

4.1 Planning team acts on input, revising plan as needed.
4.2 Planning team prepares final park management plan for Ontario Parks' approval.
4.3 Upon approval, Lake St. Peter Provincial Park management plan is printed and distributed with final notice of opportunity to inspect the approved plan.

6.0 Consultation and Communications

During the term of the planning process, the public, First Nations, various interest groups and stakeholders will be notified of the following:

- invitation to participate in the planning process and review the terms of reference
- opportunity to review background information and the issues and plan alternatives document
- opportunity to review the preliminary park management plan
- opportunity to inspect the approved park management plan

Consultation will occur at all stages of the planning process, as noted in Table 1, and will be in accordance with the requirements of the Ontario Provincial Park Management Planning Manual (1994).

The public notice will be in the form of:
- direct written invitations to local and regional offices of relevant government ministries, municipalities, interest groups and First Nations, adjacent landowners, and other stakeholders including individual members of the public on the mailing list which has been compiled
- proposal and decision file notices will be posted on the Electronic Registry as required under the *Environmental Bill of Rights*.
- paid notice in local media to advise the general public of the opportunity to become involved

Public open houses, meetings and presentations may be held as required throughout the process. If optional planning steps are necessary, additional public and First Nations consultation opportunities will be provided to address them.

7.0 Planning Team Responsibilities

In addition to preparing the park management plan and its various components, the planning team will be responsible for direct consultation with interest groups, municipalities, First Nations and the general public. Planning team responsibilities will be as follows:

- The planning team will endeavour to determine what Aboriginal interests there may be in the area of the park early in this planning project. Any interests raised in consultation with First Nations will be addressed in later phases of the planning process. The planning team will discuss its findings with appropriate ministry staff and develop a strategy to address First Nations interests for the remainder of the project.
- The Assistant Park Planner, Ontario Parks, South Eastern Zone will be the lead representative for Ontario Parks in the preparation of planning documents, public consultation and in working with any consultants, dealing with invoices, requests for information from any consultants, and providing general guidance and advice on the project.
- The Assistant Park Planner will be assisted in various tasks and responsibilities by other members of the planning team. Other planning team members may be assigned various tasks throughout the project.

Final drafts of planning materials will be approved by the Manager, South Eastern Zone, Ontario Parks, and sent to the Manager of Planning and Research and Managing Director of Ontario Parks for review and approval.

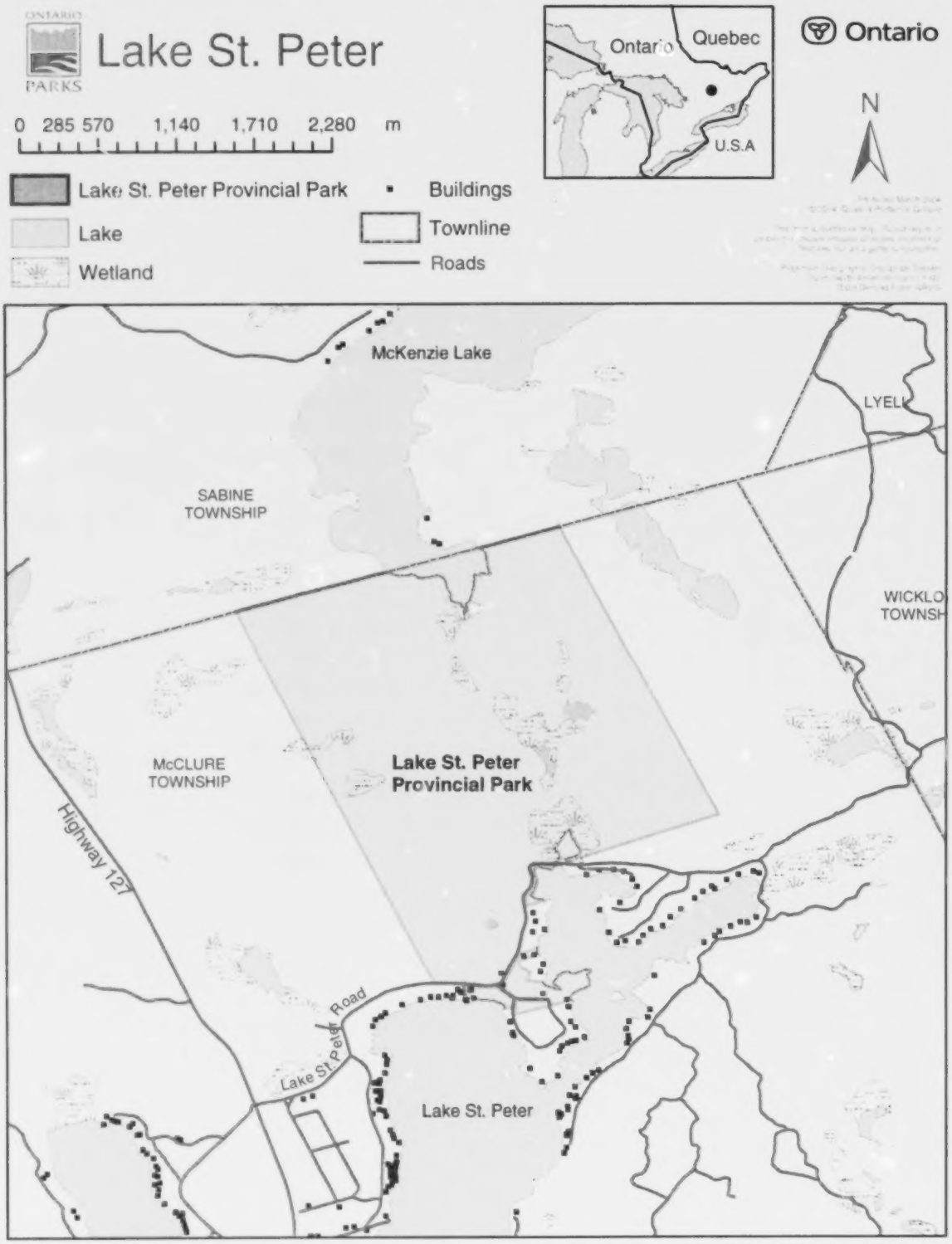
8.0 Budget

Expenses funded for the project in 2003-2004 included those for information gathering, writing, map making, copying, mailing and other expenses up to completion of Stage 1 and initiation of Stage 2. Approximately $12,000 in funding will be required for the remainder of the project to complete consultation activities and to produce planning documents.

Table 1: Summary of Lake St. Peter Provincial Park Management Planning Schedule

Stage in Planning Process	Description	Consultation & Communications	Proposed Timetable
Stage 1: Terms of Reference and Invitation to Participate	• Identify scope of the planning program • Prepare terms of reference • Prepare invitation to participate • Prepare contact database (mandatory contact list, adjacent landowners etc.)	• An initial invitation to participate and inspect the approved terms of reference will be mailed out as public notice • Paid notice in local media • Environmental Bill of Rights (EBR) Registry proposal notice posted	Release of the invitation to participate anticipated spring 2004
Stage 2: Background Information, Issues and Plan Alternatives	• Gathering and review of background information; information kept on file • Issues and plan alternatives document is published and distributed • Evaluation and summary of input	• Notice of opportunity to view background information on file and inspect issues and plan alternatives document and request for public input • Public notice mailed • Paid notice in local media • EBR proposal notice republished • Open house, meetings and presentations as needed.	Approximately six months following completion of stage one
Stage 3: Preliminary Park Management Plan	• Preparation and review of draft policies • Preparation of preliminary park management plan for review and approval • Input solicited and summarized	• Preliminary park management plan distributed for inspection • Public notice mailed • Paid notice in local media • EBR proposal notice republished • Open house, meetings and presentations as required	Approximately six months following completion of stage two
Stage 4: Approved Park Management Plan	• Prepare final management plan for approval. (Content requirements defined by Ontario Provincial Park Management Planning Manual)	• Distribution of management plan to key groups and individuals • Public notice mailed • Paid notice in local media • EBR decision notice posted	Approximately six months following completion of stage three

Figure 1. Lake St. Peter Provincial Park Location Map



Lake St. Peter Management Planning Terms of Reference
Ontario Parks, South Eastern Zone

2004